

WARRANTY ACCOUNTABILITY INSTRUCTIONS

1. Retention of Accountability. Government assets provided for warranty repair: The Government is required to retain property accountability for all wholesale assets sent to contractor for warranty repair, FAR subpart 45.105(b)(1) is invoked to enable the Government to maintain the official property records for Government property furnished to a contractor for storage or repair. The Contractor shall maintain custodial inventory records of assets for which the Government is accountable to enable calculation of an inventory balance by NSN. Subpart 45.5 of the FAR (paragraphs 45.505, 45.505-1, and 45-505-3) contains provisions acceptable for custodial property records. Cited data item descriptions provide transaction reporting necessary for accurate physical and fiscal accounting for material in the possession of defense contractors.

2. The contractor shall forward information required by the Contract Data Requirements List, DD Form 1423, via letter, in accordance with required distribution:

POC: Associate Director
Commodity Business
Operations/RI Site Manager
ATTN: AMSTA-LC-CIAI
Rock Island, IL 61299-7630

3. Material Receipt by Contractor.

a. Reporting of receipts: The Contractor shall receive assets from the Government and shall perform an inspection and inventory within the time specified by DD Form 1423. Assets received shall be reported by NSN, quantity, condition code, document number and serial number of receipt in accordance with DD Form 1423, DI-MGMT-80442. Reporting data may be obtained from DD Form 1348-1A accompanying the receipt, from other documentation provided, or from the following POC:

Associate Director
Commodity Business
Operations/RI Site Manager
ATTN: AMSTA-LC-CIMD
Rock Island, IL 61299-7320
Commercial Phone: 309-782-6396

b. Discrepancy Reporting: Discrepancies shall be distinguished and reported as one of the following:

(1) Transportation type discrepancy: This discrepancy is evident when material received disagrees with the condition, quantity, or type from that property described on the bill of lading or other transportation document. See DI-MGMT-80544A.

(2) Shipping type discrepancy: This discrepancy is evident when freight is opened and the contents do not agree with the supply shipping documents. See DI-MGMT-80503, Report of Shipping (Item) and Packaging Discrepancy.

c. Status of Repairable Assets: Status of repairable assets shall be provided by the Report of Receipts, Adjustments, Inventory and Shipments. See DI-MGMT-80442.

d. Receipt of Serial Numbered Small Arms: Tracking small arms by serial control transactions is required by AR 710-3, Chapter 4, Section 1, and shall be accomplished in accordance with DI-MISC-80914A. Each asset received from the Government will be accompanied by two Small Arms Serialization Program (SASP) "S" transaction cards (DIC DSM). Immediately upon receipt of weapons with accompanying SASP cards, process the two "S" transactions in accordance with the following to prepare three "R" transactions.

(1) Perpetuate all data entries except the following:

CC 7 Transaction Code: Change to "R"
CC 45-50 DODAAC, Ship to: To be provided
CC 51-56 Reporting DODAAC: Change to the DODAAC
specified in the contract
CC 76-80 Transaction Date: Enter current Ordinal
date

(2) Two "R" transactions shall remain with the weapon throughout the repair/storage process. The remaining transaction shall be immediately forwarded by registered mail to:

Logistics Support Activity (LOGSA)
ATTN: AMXLS-MD(UIT)
Redstone Arsenal, Alabama 35898-7466
E-mail uit@logsa.army.mil
Commercial Phone (256) 955-9694

(3) Transactions may also be forwarded using the following media:

(a) Transactions may be transceived by AUTODIN utilizing address routing indicator code RUQADUE with content indicator code AHAE.

(b) All Data/Reports to be submitted electronically utilizing E-mail with attachments of MSWORD, MICROSOFT EXCEL or flat text file software packages. If unable to E-mail, reports to be submitted on 3 ½ 1.44M floppy disks.

4. Shipment of Repaired Items.

a. General: Upon completion of storage or repair, the Contractor shall return the assets to the Government. Disposition may be prearranged for delivery to a specific depot with a provision for exception.

b. Material inspection and receiving report: The Contractor shall use DD Form 1348-1A DOD Single Line Item Release/Receipt Document, for return of material. It is imperative that the Contractor, in completing the DD Form 1348-1A perpetuate the document number, serial number (and NSN, unless reidentified) from the incoming shipping document, DD Form 1348-1A. These return instructions must be complied with except when other modifying instructions are authorized by the ACALA. These exceptions will be handled on a case by case basis and the Contractor will be provided with amended shipping instructions, as required. Copies of all DD Forms 1348-1A shall be mailed to the Accountable Activity.

c. Shipment of Serial-Numbered Small Arms.

(1) For each small arms asset being shipped, three DIC DSM "S" transactions shall be prepared IAW DI-MISC-80914A.

(2) Perpetuate all data entries from the DIC DSM "R" transaction except the following:

CC 7 Transaction Code: Change to "S"
CC 76-80 Ordinal Date: Enter date of shipment.

(3) Distribution and submission media shall be in accordance with paragraph 3d above.

5. Report of Balance and/or Physical Inventory Count.

a. Balance by NSN: The Contractor shall report to the Government (Assigned Supply Distribution Activity (ASDA) or Management Control Activity (MCA) an NSN balance by contract in accordance with DI-MGMT-80442.

b. Discrepancies: Should balance reported differ from computed balance maintained by the Government DI-MGMT-80442 shall be utilized to provide results of the physical count directed by the contract administration officer.

(1) Gains resulting from subtracting the quantity recorded on Government records from the quantity physically inventoried will be posted to Government records by adjustment report by ACALA.

(2) Losses resulting from subtracting the quantity physically inventoried from the quantity recorded on Government records are subject to report of survey process. The Contracting Officer will effect a finding and determination will be included in the report of survey as an exhibit.

c. Appointing and Approving Authority: The appointing and approving authority will be the Director of ACALA, or persons to whom this authority has been delegated.